

Credit River Township Board Meeting

Monday, May 6, 2019 6pm

Meeting Minutes - Final

Chairman Kostik called the May 6, 2019 Board Meeting to Order at 6:00pm, Pledge of Allegiance

Members Present: Chairman Kostik, Vice Chairman Novak, Supervisor Lawrence, Supervisor Schommer, Supervisor Howe

Others Present: Engineer Nelson, Attorney Ruppe, Planner Nash, Treasurer Hill, Clerk Donovan

- Continuation of the 2019 LBAE- see 2019 LBAE Minutes

1. Approve or Amend Agenda

- Supervisor Howe requested to add Office 365 as item 10.3 under Town Hall
- Treasurer Hill requested to add Transfers as item 8.1 and Developer's Escrow as Item 8.2 under Treasurers Report
- Chairman Kostik removed item 4.1 Tara Farms Final Plat and Developer's Agreement under Old Business
- Supervisor Schommer requested to add Murphy Blvd as Item 6.1 and Dust & Gravel as item 6.2 under Road Report

Motion to approve the Agenda as amended: Vice Chairman Novak

Second: Supervisor Howe

Motion Passed: 5-0

2. Consent Agenda

- 1) April 8, 2019 Board Meeting Minutes
- 2) Q1 – TR reports

Motion to approve the Consent Agenda: Vice Chairman Novak

Second: Supervisor Howe

Motion Passed: 5-0

3. Open Forum

- Tim Conroy- 17215 Johanna Dr., Casey Addition- Asking about patching and paving in the future. Also, concerned with construction of CR27 and additional traffic in Casey Addition.
Board advised county is aware. Roads will be posted at 5 tons.
- Brad Edelson- 6230 Sue Ann Lane: What is the process for the pot hole filling?

Board advised patching and pot hole filling will continue to be done. Road scheduled for CIP in 2023.

- Lana Bloomhoffer, 16180 Creekwood Cr. What is being planned for patching CR27 and can center striping be done on the entrance of Creekwood. Board advised CR 27 is a county road and the township is not authorized to maintain. Board confirmed with Engineer Nelson that the entrance to Creekwood will be center striped.

4. Old Business

1) CR 27 Project

Bill Wehrmacher, 7246 Creekwood Lane, recommended a “round about” for residents coming out of the Creekwood development and other developments such as Creekwood. Left hand turns are difficult onto CR27.

The board advised the township does not have authority over CR27 and recommended he talk to Tony Winiecki at Scott County.

5. New Business

1) Flag Pole

Supervisor Lawrence reviewed a request from a resident to have a flag pole at the town hall. (Mr. Olson did not attend the meeting). Research will be done on the cost of installing a flag pole. This is not currently a budgeted item.

2) Use of Town Hall Parking Lot

Supervisor Lawrence received a request from a resident, Doug Arneson, South Fork, who requested to use the town hall parking lot, if needed, for additional parking on August 3 for a wedding. The board did not have a problem with the use of the parking lot as long as any cleanup is done.

Supervisor Lawrence will respond to Mr. Arneson with agreement to clean up if necessary.

6. Road Report

1) Murphy Blvd.

Supervisor Schommer advised Murphy Blvd is closed and will remain closed until it can be repaired and gravel added.

Quotes will be requested.

2) Dust and Gravel

Supervisor Lawrence advised Envirotech has been scheduled for May 20th, may request to move back a week due to weather.

7. Engineer's Report

1) 210th Street and Nevada Avenue

a. Receive Bids

Engineer Nelson advised two bids received for the 210th and Nevada Ave CIP; Northland Grading and Excavating and GMH Asphalt Corp. Northland Grading had the lowest bid at \$708,208.10. The estimate will continue with the feasibility estimate and the turn lane alternate estimate.

b. Assessment Hearing Date

Due to the bid due date being moved back two weeks, the Assessment Hearing Date will need to be revised from the original May 20th date. Board recommended the Assessment Hearing be held prior to the June 3, 2019 Board Meeting at 6:00pm.

**Motion to accept revised Resolution 2019-07 declaring costs to be assessed and ordering preparation for proposed assessment and notice for assessment hearing for the 210th St E and Nevada Ave Capital Improvement Project.
Assessment hearing to be held on June 3, 2019 at 6:00pm: Supervisor Howe
Second: Supervisor Schommer
Motion Passed: 5-0**

2) Consider 2019 Maintenance Project Quotes

Engineer Nelson received 2019 seal coat project quotes. Allied Blacktop was the lowest quote at \$114,154.00 and recommends approval.
Engineer Nelson will add center stripping to Creekwood entrance.

**Motion to approve the Allied Blacktop quote of \$114,154.00 with the additional stripping for Creekwood Entrance: Supervisor Howe
Second: Supervisor Lawrence
Motion Passed: 5-0**

3) Brookwood Patching

In 2018, Engineer Nelson requested quotes to do patching on Brookwood, which was not done due to budget. Engineer Nelson advised patching on Brookwood will be reviewed again during the upcoming CIP review.

8. Treasurer Report

1) Transfer Funds

Treasurer Hill requested the transfer of \$20,000 from savings to checking for the payment of claims.

Motion to transfer \$20,000 from savings to checking: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 5-0

2) Developer's Escrow

Treasurer Hill reviewed the Developer Escrow Report.

9. Clerk's Report

10. Town Hall

1) Nuvera contract

Supervisor Howe advised of Nuvera's email storage being reduced. Other storage options are being researched.

2) Staff Laptops

Supervisor Howe will be ordering new laptops and monitors for the Clerk and Treasurer.

3) Office 365

Board authorizes Supervisor Howe to order Office 365 for board members and staff.

11. Review and Pay Bills

Check #	Vendor	Date	Amount	Comments
Paid Chk# 010209	Schommer, Leroy	4/29/2019	\$100.00	Reimbursement
Paid Chk# 010157E	Visa	5/6/2019	\$416.20	iContact, stamps, i.gov renewal
Paid Chk# 010154E	EFTPS	5/6/2019	\$2,292.09	Fica, Medicare
Paid Chk# 010155E	Minn Revenue	5/6/2019	\$370.95	WH Minnesota
Paid Chk# 010156E	Pera	5/6/2019	\$874.15	Retirement
Paid Chk# 010210	Novak, Alan J	5/6/2019	\$635.26	April Service paid in May
Paid Chk# 010211	A MAAS CONSTRUCTION	5/6/2019	\$2,621.00	Escrow refund - Driveway - 192
Paid Chk# 010212	BILL GELOW	5/6/2019	\$956.00	Escrow refund - Shed - 9811 Lo
Paid Chk# 010213	BOHNSACK EXCAVATING INC.	5/6/2019	\$250.00	Mini excavator to clean up Bea
Paid Chk# 010214	CENTERPOINT ENERGY	5/6/2019	\$79.51	Acct#5179787-6; Town Hall Gas
Paid Chk# 010215	CHORES AND MORE BY HEIDI INC	5/6/2019	\$110.00	Town Hall Cleaning
Paid Chk# 010216	CINTAS	5/6/2019	\$122.52	Town hall rug
Paid Chk# 010217	COLLABORATIVE PLANNING LLC	5/6/2019	\$4,171.50	Town Planner
Paid Chk# 010218	ECM PUBLISHERS INC	5/6/2019	\$59.50	Agenda - 04/08/2019 Board Meet
Paid Chk# 010219	FINANCE & COMMERCE, INC.	5/6/2019	\$166.27	210Street East & Nevada Bid No
Paid Chk# 010220	GALLAGHERS	5/6/2019	\$11,786.25	March Winter Road Mtc , April Winter Road and Gravel Mtc
Paid Chk# 010221	GOLIATH HYDRO-VAC INC	5/6/2019	\$5,225.00	Flood work
Paid Chk# 010222	GOPHER STATE ONE CALL	5/6/2019	\$81.00	Billable Tickets
Paid Chk# 010223	HAKANSON ANDERSON ASSOC INC	5/6/2019	\$12,492.30	Engineers bill

Paid Chk# 010224	NUVERA COMMUNICATIONS INC	5/6/2019	\$658.40	Phone
Paid Chk# 010225	KRAEMER MINING& MATERIALS INC	5/6/2019	\$1,570.71	Purchase rock 2019
Paid Chk# 010226	MATIT	5/6/2019	\$3,703.00	General township Insurance annual payment
Paid Chk# 010227	METRO SALES , INC.	5/6/2019	\$146.00	Contract rate charge for 05/7
Paid Chk# 010228	MICHAEL & KARA PATTERSON	5/6/2019	\$1,000.00	Escrow return
Paid Chk# 010229	MIKES SEPTIC SERVICE	5/6/2019	\$500.00	Territory 7925 Bent Tree Circl
Paid Chk# 010230	MPCA	5/6/2019	\$1,515.00	Water permit annual fees - Sto
Paid Chk# 010231	MVEC	5/6/2019	\$902.32	Electric
Paid Chk# 010232	MWPH LLC	5/6/2019	\$1,263.00	ESCROW REFUND 19525 SOUTHFORK
Paid Chk# 010233	NATURAL SYSTEMS UTILITIES MN	5/6/2019	\$7,353.72	Operator Service
Paid Chk# 010234	RONGITSCH CONSTRUCTION, INC.	5/6/2019	\$3,624.00	Escrow return - New Home - 936
Paid Chk# 010235	SAFETY SIGNS	5/6/2019	\$300.00	Sign replacement
Paid Chk# 010236	SCOTT SOIL & WATER CONSV DIST	5/6/2019	\$361.00	Building Permit Inspections -
Paid Chk# 010237	SW NEWSMEDIA	5/6/2019	\$81.72	Annual Meeting notic 2019
Paid Chk# 010238	U.S. BANK EQUIPMENT FINANCE	5/6/2019	\$143.25	Acct#1388554; Lease Payment Co
Paid Chk# 010239	XCEL ENERGY	5/6/2019	\$12.93	Acct#51-6509820-6; St. Francis
Paid Chk# 010240	YOUNGFIELD HOMES INC	5/6/2019	\$2,581.00	Escrow Refund - New Home - 790
Paid Chk# 500027E	Monthly Pay ACH	5/6/2019	\$7,979.70	April Service paid in May
			\$76,505.25	

12. Adjourn

There being no further business before the Town Board, a motion to adjourn was heard.

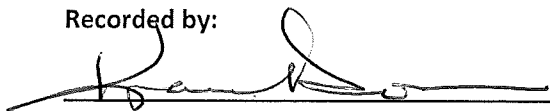
Motion to adjourn May 6, 2019 Credit River Township Meeting: Supervisor Howe

Second: Supervisor Schommer

Motion Passed: 5-0

The May 6, 2019 Credit River Township Board Meeting was adjourned at 8:05 pm.

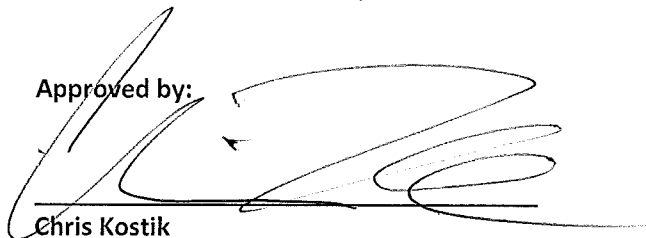
Recorded by:



Karen Donovan

Clerk - Credit River Township

Approved by:



Chris Kostik

Chairman

Credit River Township